

The Leesburg Tree Commission met in regular session on Monday June 21, 1999 at 7:30 p.m. in the lower level meeting room, 25 West Market Street, Leesburg, VA. Members present were: Ms. Pritchard, Mr. Groothius, Mr. Zoldos, Mr. Hicks, Mr. Hower and Ms. Wall. Staff was represented by Mr. Jay S. Banks and Susan DeJong.

MINUTES

The Minutes of the May 17, 1999 were approved as amended.

OLD BUSINESS

Ms. Pritchard thanked Mr. Banks for the article in their packet on "The Right Tree for the Right Place." Ms. Pritchard wondered if the Commission could copy and hand out these articles. Mr. Banks said that these articles are available for purchase.

Mr. Banks stated that the ACRT program is the software for the Tree Inventory. ACRT sent a written proposal to Mr. Banks with the scope of work. The price of the software has gone up, but the software has been augmented significantly to do more. The task of inventorying all the street and park trees with digitized mapping is \$3,484.00. The software package itself is \$2,986.00 and training is \$450.00. The data summary report is \$340.00. These are firm figures up until July 31st, 1999. The Tree Commission had budgeted \$6,000.00 for the project. One thing that Mr. Banks was made aware of is that as of now the software does not currently prioritize hazard trees. The software is being updated now and will be available in September (no additional charge).

Ms. Pritchard asked the Tree Commission to adopt the Tri-Commission format submitted by the Parks and Recreation Commission. After a discussion the Commissioners made one addition to the format: *"All Tri-Commission meetings are to be open to the Public and are to be advertised with the appropriate Public Notice."* This addition was discussed by the Tree Commission, Mr. Hower made a motion for adoption, seconded by Mr. Groothius and the amended format was approved by a 4-1 vote.

Ms. Pritchard asked that the Commission confirm their subcommittees. There will be an Arbor Day and Flower and Garden Show subcommittee because there is a lot to prepare for and to manage the budget. Ms. Pritchard, Mr. Hicks and Mr. Groothius volunteered to be on this Subcommittee.

Ms. Pritchard went on to say that she received a call from a reporter stating that the Commission has 1,301 trees planted towards the 2000 by 2000 Tree Planting Project goal. Mr. Banks went on to say that there is still three planting seasons left to complete the goal by the end of the year 2000. Ms. Pritchard thought that a committee may be needed to be formed to help reach that goal. Ms. Wall thought that the publicity subcommittee was doing that and Susan Farmer was the person to go through. Mr. Hicks wondered if the Commission could enlist another environmental groups to help out with a project like the Riparian project. Mr. Hower said that possibly the Isaac Walton League might be able to help out.

Ms. Pritchard asked about the \$5,000.00 from last year for planting trees. Mr. Banks responded that trees have been planted - which include: a row of Red Oaks along the new board fence at Ida Lee Park, several trees were planted at Greenway Park and the replacement tree for the White Oak at the Ida Lee Farm House has been planted. They all have water bags on them.

NEW BUSINESS

Mr. Banks stated that he would like to discuss tree maintenance such as the Public Safety Center. At the Police Center the maintenance contract was drawn up by Parks and Recreation Department then the contract was handed over to the Police Department to implement. Now, at this very prominent site in Town there is one dead tree in the front and four are dying. Mr. Banks went to the Parks and Recreation Department to ask if they could put this area on their watering schedule. They could not. Mr. Banks then went to Public Works and they said they would see what their street division could do. The bottom line is that these trees now have water bags on them that the Police Department bought so that the street crew can go by and fill them up. However, the maintenance contract for the site is not being fully carried out. Mr. Banks continued that the Town needs some sort of comprehensive grounds maintenance system.

Mr. Zoldos said that he thought it was a good idea and he would take it to the Administration and Public Works Committee next week.

Ms. Pritchard asked for a review of the Tree Commission's Strategic Plan and that the Commissioners try to focus on what we need to concentrate on. Ms. Pritchard would like to focus on enabling legislature so that the Commission can get the developers to stop cutting down trees.

COMMISSIONER COMMENTS

Ms. Wall asked as the Publicity Committee she would like to see three press releases for September, October & November be given to Susan Farmer for the Newspapers for tree planting this Fall.

Mr. Hower stated that he had an opportunity to view the sections of the damaged tree at Ida Lee before it was spilt. He was able to count an average of 190-194 years, which puts the tree at about 1805.

Mr. Groothius asked if there was a street tree easement document available. Mr. Banks stated that this will be going into a section of the DCSM (Design and Construction Standards Manual) under Forms of Agreement. It is Mr. Banks' understanding that this will be reviewed by whomever gets appointed as the new Town Attorney.

Mr. Hicks wanted to state that at the last EAC meeting the Tuscarora Creek initiative was discussed and approved.

Mr. Zoldos passed around a copy of what the Tree Commission Web site looks like. He thought that it looked great and that it will be used.

Ms. Pritchard said that she has had some personal commitments come up and would like to step down as chairperson of the Tree Commission. Mr. Hicks made a motion to nominate Mr. John Groothius as the new Chairperson, Mr. Hower seconded and it was approved by all present. The Tree Commission also decided that they would wait till the next meeting to decide who will be nominated for the Vice-Chairman.

There being no further business the Tree Commission adjourned at 9:00 p.m.

Jay S. Banks, Town Arborist

Susan C. DeJong, Recording Secretary